March 22, 2021

Dear Parent/Legal Guardian,

Your 7th grade child is scheduled to participate in the Smarter Balanced Assessments for English Language Arts (ELA) and Mathematics, which are federally required by the Every Student Succeeds Act (ESSA). All students must participate and are required to be assessed in-person and on campus.

Your student’s assigned testing date is:

Student safety is our priority, and the following health and safety measures will be in place for testing:

- Students and staff will wear their masks at all times.
- Testing schedules accommodate a limited number of students to maintain strict physical distancing and for contact tracing purposes. Students will test in one location with the same students and test administrator for the duration of the test session
- Students will not share tables or desks and will remain six feet apart. All equipment will be sanitized prior to student use.

On your child’s scheduled day of testing:

- Check-in time is 8:15am- Report directly to the cafeteria. Please do not arrive before 8:00am.
- Release time is 12:30pm- Students must leave campus immediately. Grab-and-go lunch will be available for all students.
  - Students who finish before 12:30pm will be allowed to leave campus ONLY with a signed release form-- Please complete the attached form for student release.
    - Students who do not have a completed form will remain in school for the duration of testing and be released at 12:30pm.
  - Students who require more time to complete the assessments will remain on campus until 2:15pm. Students will call their parent(s) by 12:15pm to notify them.
- What to bring: wired headphones and Student Release Form (enclosed)

If you have any questions or concerns about testing, please contact the school to speak to an administrator. We appreciate your cooperation and support in your child’s education.

Sincerely,

Amy Martinson, Principal

AN AFFIRMATIVE ACTION AND EQUAL OPPORTUNITY EMPLOYER
Highlands Intermediate School
Student Release Form

BRING THIS FORM TO SCHOOL ON THE DAY OF TESTING

Please check ONE of the following:

_____ My child is allowed to leave campus immediately after he/she is done testing (i.e., walk home, be picked up, etc).

_____ My child is NOT allowed to be leave after he/she finishes testing and must remain in school until the student release time of 12:30pm.
   *Students who require additional time will stay until 2:15 pm

Parent(s)/Guardian(s) name (print):

Contact number(s):

Parent signature: